



**METROPOLITAN
TRANSPORTATION
COMMISSION**

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Memorandum

TO: Administration Committee

DATE: March 5, 2008

FR: Executive Director

W.I.:

RE: Contract Amendment: Regional Airport System Planning Analysis Update: SH&E and ICF International Company

Staff requests this Committee's approval to authorize staff to negotiate work scope, fees and payment schedule with SH&E and ICF International Company, (SH&E) to conduct a Regional Airport System Planning Analysis (RASPA) update for a contract amount not to exceed \$790,000.

Background

The Regional Airport Planning Committee (RAPC) has adopted a three-phase work plan to direct the work of RAPC over the next three to five years. Phase 1 consisted of four technical panels providing information on forecasting, aviation technology, demand management and governmental institutions.

RAPC staff provided the Committee with a series of recommendations on what staff determined should be included in Phase 2 of the work plan. RAPC requested that the Phase 1 conclusions be integrated with the revised work plan and more closely tied to the proposed tasks. Committee members also requested that the forecast assess the impacts of business jets and of varying types and sizes of planes on capacity. RAPC also requested that assessments of ground access be integrated into this work. These recommendations were based on the information received during the technical panels, comments from the public, comments and direction from RAPC and also flow from the direction included in RAPC's adopted work plan.

While Phase 1 focused on the evaluation of solutions for use at the Bay Area's three commercial airports, Phase 2 moves beyond the airport grounds to evaluate solutions that may be provided by alternatives such as airline and air cargo service at alternative airports, diversion of some air passengers to a future California High Speed Rail System and also continues to evaluate tools for use at the three commercial airports, such as use of new air traffic control technology, demand management at existing airports, and new institutional approaches. Phase 2 will emphasize public input and a visioning process to develop consensus on a long-range aviation plan for the region.

Consultant Selection Process

A Request for Qualifications/Request for Proposal for the RASPA update was released on January 10, 2008; proposals were due on February 29, 2008. The sole responder was SH&E. A consultant evaluation panel of MTC, ABAG and BCDC staff met on March 4, 2008 to review the SH&E proposal and to assess the consultant team's understanding of the project and experience with conducting similar studies.

SH&E, based in Cambridge, MA, is highly experienced in conducting aviation projects similar to the Bay Area RASPA update. The evaluation team believes that the SH&E team has a very thorough understanding of the RASP update needs, has assembled a very experienced team of technical experts with extensive first-hand knowledge and experience in the Bay Area region, and has direct experience in regional airport planning within some of the nation's largest and most important aviation markets.

Recommendation

Staff therefore recommends this Committee authorize the Executive Director or his designated representative to negotiate a work scope, fees and payment schedule for a contract with SH&E for an amount not to exceed \$790,000.

Steve Heminger

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Consultant Contract Amendment

Work Item No.:	1124
Consultant:	SH&E and ICF International Company (SH&E) Cambridge, MA
Work Project Title:	Regional Airport System Planning Analysis Update
Purpose of Project:	To update the 2000 Regional Airport System Plan
Brief Scope of Work:	Assess demand at the commercial airports and evaluate solutions that would ameliorate projected congestion such as airline and air cargo service at alternative airports, diversion of some air passengers to a future California High Speed Rail System, new air traffic control technology, demand management at existing airports, and new institutional approaches.
Project Cost Not to Exceed:	\$790,000
Funding Source:	FAA, TDA
Fiscal Impact:	Available from current FY 2007-08 Agency Budget
Motion by Committee:	That the Executive Director or his designated representative is authorized to negotiate and enter into a contract with SH&E for an amount not to exceed \$790,000 and the Chief Financial Officer is authorized to set aside funds up to \$790,000 for such contract.
Administration Committee:	<hr/> Bob Blanchard, Chair
Approved:	March 5, 2008